

KATIE MOON

Des Moines, IA | 515.777.4659 | katiemoon96@gmail.com

SUMMARY

Digital media production student who loves to create visual stories through video.

EDUCATION

DRAKE UNIVERSITY/DES MOINES, IA

B.A. Journalism and Mass Communication;
Anticipated December 2019

Major: Digital Media Production

Relevant Coursework

Digital Audio Production – Audacity, Audition,
recording, vocals and guitars, radio

Digital Media Strategies – social media,
search engine optimization

Digital Photography – Photoshop, DSLR
camera operation

Video Production – floor directing, camera
operation, audio directing, teleprompter operation

Visual Communication – InDesign, Photoshop,
photography

Video for Journalists – camera operation,
PremierePro

Web Design – html and css

EXPERIENCE/LEADERSHIP

PRESIDENT OF MOREHOUSE RESIDENCE HALL (2 YRS.)

- Lead meetings where we discussed hall issues
- Plan events
- Work as team to ensure residents are safe and have fun
- Won Upperclass Hall of the Year, 2017 and 2018
- Represent Morehouse on Residence Hall Association

WORK

DRAKE WEST VILLAGE

COMMUNITY ASSISTANT/MAY 2018-PRESENT

- Plan and execute fun programs for residents
- Provide great customer service for anyone who walks into or calls the leasing office
- Quickly answers emergency phone when on call and settles any emergency efficiently and calmly
- Mediates any disputes between residents

DRAKE UNIVERSITY WOMEN'S BASKETBALL

MANAGER/OCTOBER 2015-MARCH 2017

- Filmed all games and practices to assist players in their teamwork, 2015
- Filmed home games, 2016

CULVER'S/WEST DES MOINES, IA

CREW MEMBER/APRIL 2013-AUGUST 2017

- Took guests' orders
- Organized orders on trays and in bags
- Created desserts in a fast and organized way

SOCIAL MEDIA

Facebook: [Katie Moon](#)

Twitter: [@katiemoon96](#)

Snapchat: [katiemoon96](#)

Instagram: [katiemoon96](#)

YouTube: [Katie Moon](#)

